

VIRGINIA: A SCHEDULED MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS
HELD IN THE GENERAL DISTRICT COURTROOM OF THE SURRY COUNTY
GOVERNMENT CENTER ON THURSDAY, JULY 7, 2016 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIR
SUPERVISOR JUDY S. LYTTLE, VICE-CHAIR
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR GIRON R. WOODEN, SR.
SUPERVISOR MICHAEL H. DREWRY

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. WILLIAM HEFTY, COUNTY ATTORNEY
MS. TERRI HALE, DIRECTOR OF FINANCE
MS. RHONDA RUSSELL, DIRECTOR OF PLANNING
MR. ERVIN JONES, DIRECTOR OF PARKS & RECREATION
SHERIFF CARLOS TURNER

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, he asked those present to stand and say the pledge of allegiance. Supervisor Drewry thanked all present for their support as he continues to recuperate from his recent injury.

CONSENT ITEMS

1. Approval of June 2, 2016 Minutes, Board of Supervisors
2. Approval of June 9, 2016 Minutes, Board of Supervisors
3. Approval of March 2016 Accounts Payable:
(Represents FY 15-16)

	Accounts Payable	Additional	Total
General Fund	\$85,530.47	\$251,854.29	\$337,384.76
Debt Service	\$183,607.50	\$0.00	\$183,607.50
Capital	\$189,231.27	\$25,460.22	\$214,691.49
Water & Sewer	\$3,148.58	\$14,898.56	\$18,047.14
CSA	\$3,618.00	\$146.82	\$3,764.82
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Juror Payments	\$0.00	\$0.00	\$0.00
Totals	\$465,135.82	\$292,359.89	\$757,495.71

(Represents FY 16-17)

	Accounts Payable	Additional	Total
General Fund	\$77,457.82	\$0.00	\$77,457.82
Debt Service	\$0.00	\$0.00	\$0.00
Capital	\$0.00	\$0.00	\$0.00
Water & Sewer	\$0.00	\$0.00	\$0.00
CSA	\$0.00	\$0.00	\$0.00
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Juror Payments	\$0.00	\$0.00	\$0.00
Totals	\$77,457.82	\$0.00	\$77,457.82

4. Appropriation Requests:

School System - July 2016

Instruction	\$650,000.00
Admin./Health	\$75,000.00
Pupil Transp.	\$85,000.00
Operation/Maint.	\$125,000.00
Food Serv.	\$40,000.00
Debt Service	\$0.00
Capital Projects	\$0.00
Technology	\$55,000.00

Total \$1,030,000.00

Dept. of Social Serv. - July 2016

\$150,000.00

5. General Fund 1st Quarter Appropriations:

	FY 16-17 Budget	1st Quarter Request	2nd Quarter Request	3rd Quarter Request	4th Quarter Request	Remaining Balance
General Government	\$8,844,561.00	\$3,063,981.00	\$0.00	\$0.00	\$0.00	\$5,780,580.00
Special Funds	\$289,368.00	\$173,000.00	\$0.00	\$0.00	\$0.00	\$116,368.00
Debt Service	\$1,921,234.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$921,234.00
Water & Sewer	\$334,226.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$134,226.00
Capital Projects	\$7,907,842.00	\$3,499,522.00	\$0.00	\$0.00	\$0.00	\$4,408,320.00
TOTALS	\$19,297,231.00	\$7,936,503.00	\$0.00	\$0.00	\$0.00	\$11,360,728.00

Supervisor Holmes made a motion that the Board approve the Consent Items as enumerated. Supervisor Drewry seconded the motion. Supervisors Holmes, Drewry, Lyttle, Wooden and Seward voted affirmatively to approve the motion.

PROGRESS REPORTS

1. VDOT

No Report.

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter provided by Mrs. Faye P. Warren, Treasurer, reporting that as of the June 2 meeting, it was reported that the balance in the LGIP Fund was \$18,718,473.08. Since that report, accrued interest for May, 2016 in the amount of \$7,904.30 had increased that balance to \$18,726,377.38. Since the last report, \$1,500,000 was transferred from the LGIP to the General Fund leaving a balance in the LGIP of \$17,226,377.38. As of July 7, 2016 the County had \$17,726,377.38 in total investments, including one CD valued at \$500,000.00 which will mature on January 28, 2018.

3. County Administration

A. Presentation: Projects Update

Mr. Brian Camden, Project Manager, addressed the Board to provide updates regarding ongoing projects in Surry County. Mr. Camden reported that the design of the Gray's Creek Marina fishing pier and docking complex was completed and application has been submitted to the Virginia Marine Resources Commission and the Army Corps of Engineers. The County has solicited bids for the project and a pre-bid conference is scheduled on Thursday, July 14th at the site. Staff anticipates the need for a public hearing prior to approval of the project to address concerns regarding wetlands impacts.

Regarding the planned upgrade to the Town of Dendron water system, Mr. Camden reported that initial comments were received from the Virginia Department of Health in May resulting in design modifications. The project is still on schedule to advertise for construction bids in July with construction beginning by late August or early September.

Mr. Camden further reported that the design of the new Surry County Rescue Squad building is complete. The opportunity to combine functions to incorporate an emergency operation center in the building has resulted in the need to relocate the building outside the ten mile radius of the Surry Nuclear Power Station. Negotiations are in progress to discuss cost sharing and staff anticipate that Dominion

Power may be willing to cover the costs of modifying the design of the building and site plan.

B. Approval of Contract for Purchase of Telephone System

Ms. Terri Hale, Director of Finance, reported that the current telephone system, purchased in 2007, is obsolete. Staff is unable to get call information in order to allocate calls and associated costs to individual departments. The FY17 Capital Improvements Plan (CIP) includes \$150,000 for a new system. Staff was fortunate to locate an existing contract through the City of Newport News which allows for cooperative procurements by other localities. This contract provides for a 40% discount off list prices. Further research identified several other cooperative opportunities; however, those offered only a 22% discount off list prices.

Ms. Hale informed that the county attorney had reviewed and approved the proposed contract with IPC Technologies in the amount of \$122,148.46.

Supervisor Drewry made a motion that the Board authorize the County Administrator to execute a contract in the amount of \$122,148.46 with IPC Technologies to provide the hardware, software and labor associated with the purchase, implementation, testing and training of a new County-wide telephone system. Supervisor Wooden seconded the motion which passed with unanimous approval.

C. Budget Request: School System FY16 Carryover Funds

Mr. Franklin informed members of the Board that Surry County Public Schools has requested a FY 16-17 budgetary amendment in the amount of \$225,000, which represents unspent funds from FY 15-16. The funds will be used to implement an inclusive maintenance contract for facility management in the current fiscal year.

Chairman Seward informed that the Board typically allows the School System to carry over funds to be used for a one-time capital expense. He questioned the use of carryover funds to enter into a reoccurring maintenance contract. There was no representative from the School Board present. Following much discussion, including questions regarding the source of the carryover funds, the Board tabled the matter to be reconsidered at their August meeting.

D. Broadband Implementation Improvement Grant Update

Ms. Rhonda Russell, Director of Planning and Community Development, addressed the Board to provide an update regarding the County's Broadband Implementation Initiative. Ms. Russell reported that letters of interest had been received from three Internet Service Providers (ISP); representatives from each of the companies

have subsequently visited Surry County to determine their level of interest. SCS Broadband has expressed interest in expanding their network to include Surry and Prince George Counties and has advised staff that they are prepared to expend resources to evaluate connectivity countywide. Ms. Russell further informed that tower lease rates, which the Board recently approved, will need to be adjusted because they are not consistent with current market rates.

E. Request for Public Hearing: Zoning Ordinance Text Amendment (2016-02)

Ms. Russell addressed the Board to request that they authorize the advertisement and scheduling of a public hearing to consider public comments relative to the proposed Zoning Ordinance Text Amendment 2016-02, (A) Permitted Uses to include the following additional uses: Public Facilities. The change would allow public, government owned buildings and facilities in properties zoned General Industrial District (M-2), and the impetus for the change is relative to the relocation of a proposed rescue building in the Surry West Industrial Park.

Supervisor Holmes made a motion that the Board authorize the advertisement and scheduling of a public hearing to consider public comments relative to the proposed Zoning Ordinance Text Amendment 2016-02 on Thursday, August 4, 2016, at 7:00pm in the General District Courtroom of the Surry County Government Center. The motion was seconded by Supervisor Lyttle and unanimously approved.

F. Request for Public Hearing: Surry County Bicycle and Pedestrian Plan

Ms. Russell addressed the Board to request that they authorize the advertisement and scheduling of a public hearing to consider public comments relative to the Surry County Bicycle and Pedestrian Plan which was developed in cooperation with VDOT and the Bicycle Advisory Committee. The Planning Commission considered and endorsed the draft plan at their June 27, 2016 meeting.

Supervisor Holmes made a motion that the Board authorize the advertisement and scheduling of a public hearing to consider public comments relative to the Surry County Bicycle and Pedestrian Plan on Thursday, September 1, 2016, at 7:00pm in the General District Courtroom of the Surry County Government Center. The motion was seconded by Supervisor Lyttle and unanimously approved.

G. Surplus Equipment

Mr. Franklin presented Board members with correspondence from Sheriff Carlos Turner requesting that four out-of-service vehicles be

declared surplus property, so that the vehicles could be removed from the County's inventory and disposed of. Sheriff Turner was present to address questions from the Board and informed that the cost to repair the vehicles exceeded their value. Following some discussion, Mr. William Hefty, County Attorney, stated that he would confirm whether or not the vehicle would need to go to auction.

Supervisor Drewry made a motion that the Board declare the enumerated items as non-useable surplus and authorize County staff to remove them from the County's inventory. Supervisor Wooden seconded the motion; all present voted affirmatively.

H. Appointment: District 19 Community Services Board

Mr. Franklin presented Board members with correspondence from the District 19 Community Services Board requesting the appointment of a representative from the County for a term beginning July 1, 2016 and ending June 30, 2019.

Supervisor Lyttle made a motion that the Board re-appoint Ms. Frances Randolph to the D-19 Community Services Board for a term as enumerated. The motion was seconded by Supervisor Wooden and unanimously approved.

I. Appointment: FOIA Public Information Officer

Mr. William Hefty informed Board members that during the 2016 legislative session, the Virginia General Assembly passed legislation which requires that localities designate and identify Public Information Officers (PIO) whose responsibility is to serve as a point of contact for citizens requesting public records under the Freedom of Information Act (FOIA). Pursuant to Virginia Code 2.2-3704.2, staff is recommending that the Board appoint Mr. Tyrone W. Franklin, County Administrator as the Public Information Officer (PIO) for the Surry County Board of Supervisors and Surry County Government, including all government departments apart from those governed by Constitutional Officers. Constitutional Officers will appoint PIO's for their own offices. Additionally, this information, as well as FOIA rights and instructions relative to the submission of FOIA requests is required to be added to the County website.

Supervisor Lyttle made a motion that the Board appoint Mr. Tyrone Franklin as the PIO for the Surry County Board of Supervisors and Surry County Government. Supervisor Holmes seconded the motion; Supervisors Seward, Drewry, Wooden, Lyttle and Holmes voted affirmatively.

UNFINISHED BUSINESS

1. Appointment: Surry County Economic Development Authority
No action was taken.

2. Appointments: Highway Transportation Safety Commission

Mr. Franklin informed the Board that appointments were needed to the Surry County Highway Transportation Safety Commission.

Supervisor Drewry made a motion that the Board appoint Mr. Joseph Hancock (Dendron District) to the Highway Transportation Safety Commission for a term beginning April 1, 2014 and ending March 31, 2018, and Sheriff Carlos Turner as Ex-Officio Member. Supervisor Holmes seconded the motion which passed with unanimous approval.

3. Supervisor Drewry requested an update on Hampton Roads Sanitation District's (HRSD) expansion into Surry County. Mr. Hefty informed that a public hearing was scheduled for Wednesday, September 7, 2016 at 12:00pm (noon) for the Circuit Court Judge to hear public comments prior to his decision to allow HRSD to expand their operation in Surry County and the Town of Surry.

NEW BUSINESS

None.

CITIZEN COMMENTS

Mr. John Stokes (Surry District) addressed the Board to commend them for their foresight in purchasing the Gray's Creek Marina and undertaking its renovation. He stated that the Surry Seafood Company was a real asset for Surry County.

Mr. Mike Eggleston (Dendron District) agreed with Mr. Stokes regarding the Surry Seafood Company. Additionally, he informed that after conducting personal research he had determined that Surry County Public Schools teacher salaries were compatible with surrounding areas and questioned the use of carryover funds for building maintenance.

ADJOURNMENT

Supervisor Drewry made a motion that the Board continue their meeting to Thursday, July 28, 2016 at 5:00pm in the County Administrator's Conference Room for a proposed work session regarding personnel issues. The motion was seconded by Supervisor Wooden and unanimously approved.